

PLAS Program Management Center  
Defense Contract Management Command

## PLAS - O - GRAM <97-14>

Our review of reimbursable hours charged in PLAS following the conversion to the DCARRS/PLAS Interface has uncovered continued instances of charging ahead to DCNs that were resident in PLAS prior to date of conversion. These are charges that were manually input to PLAS prior to October 1, 1997, for dates after October 1st.. This situation has potential for affecting the reimbursable dollars earned by your CAO.

Starting in FY98, PLAS and DCARRS have been electronically interfaced. With the interface, all DCN information available on dropdown menus in PLAS originates in DCARRS as a result of delegations added or deleted by the Activity Reimbursable Monitor (ARM). Updates made to DCARRS electronically refresh the list of valid, chargeable DCNs in PLAS through a nightly update, which allows functional specialists to charge hours in PLAS to these codes the next day. The PLAS Transaction Log sent back to DCARRS each night contains all reimbursable transactions input that day, even if the hours are for a future date.

Currently, PLAS reporting and manual DCARRS reporting are proceeding concurrently while the data transfer process is being validated; billing information is being developed from hard copy DD Form 1682 information. When the phase of concurrent operation is over, old DCNs (non-DCARRS generated), and hours charged to them will not be recognized by the interface, nor will they enter into the billing cycle. Research indicates that today, forward charging of over 14,000 reimbursable hours exists against invalid DCNs, representing potentially lost billings totaling \$0.7 Million that will not be accepted by DCARRS if these entries are not updated by your users.

As a result, it is imperative that you remind your Functional Specialists to review each day's PLAS entries to ensure that only valid, DCARRS generated DCNs are cited in all timecard records. Valid DCARRS DCNs which originated in the DCARRS/PLAS Interface System can be easily recognized by the existence of a two-digit function code. These codes are:

CO	(Contract Operations)
PC	(Plant Clearance)
PM	(Property Management)
FS	(Financial Services)
QE	(Quality Engineering)
PI	(Program Integration)
QA	(Quality Assurance)
QM	(Quality Mandatory)
TP	(Transportation & Packaging).

It is also suggested that you remind your users that charging ahead should not exceed two payperiods (except for Leave and Long-Term Training) as discussed at the recent PLAS/Unit Cost Conference. A follow-on review of charge-aheads will be performed in December. Questions or comments may be directed to Mr Ted Lewis, PLAS PMC, DSN: 930-5553 or (773) 825-5993.